

STATE OF TENNESSEE

DEPARTMENT OF GENERAL SERVICES

PURCHASING DIVISION

Third Floor, William R. Snodgrass Tennessee Tower, 312 Eighth Avenue North, Nashville, Tennessee 37243-0557 (615) 741-1035 — FAX (615) 741-0684

http://www.state.tn.us/generalserv/purchasing

MEMORANDUM

TO:

All Procurement and Technical Implementation Group

FROM:

Purchasing

DATE:

June 29, 2010

SUBJECT:

New Copier Contract

The Department of General Services, Purchasing Division is pleased to announce that the new copier contract(s) are now available and ready to be used. A great deal of work has gone into the development of this contract, and the Purchasing Division looks forward to its implementation.

There are fourteen groups of copiers on this contract. They have been awarded to four different copier companies. All copiers offer the same basic features and benefits, and all copiers are rated ENERGY STAR COMPLIANT.

Standard features include:

Connectivity (network)

Auto-Duplexing (1:2, 2:2, 2:1)

Print/Scan Capability

Paper Size (5.5" x 8.5" to 11" x 17")

Electronic Collating/Sorting

Two paper tray minimum plus bypass tray

Reduction/Enlargement

Base Cabinet

Hard Drive

Optional heavy duty staplers and large capacity paper trays are available on this contract.

Because of the common features of the machines awarded, Purchasing recommends that each agency carefully evaluate the monthly volume of the machine you're replacing and buy from the group that meets that monthly volume. There should be no need to buy a larger machine to gain the features you need. Copier speed is directly related to the monthly volume. The larger the volume, the higher the pages per minute.

Clyde Hicks can provide you with a report that includes the volumes you submitted to the Purchasing Division last fall. We ask that you use that figure again to determine the monthly volume for the copier(s) you'll be replacing. From the report, determine the install date of your copier. If your copier is not listed, you may contact Oce' and ask them to supply you with this date. Locate from the control panel on your machine what your total counter reads. Divide the total number of copies by the number of months your copier has been in service to determine your average per month usage. The Purchasing Division recommends that you obtain approval from both your Information Systems Director and your Fiscal Director prior to finalizing the release order for your new copier(s).

The Purchasing Division requests that the copiers which have been in service the longest be replaced first. If your copier has been in service more than 36 months, you should begin the replacement process July 1, 2010. Those copiers that have only been in service 24 months should be replaced last. The legacy contract with Oce' expires August 14, 2010 and should be used for maintenance and supplies. This contract may be extended if needed. Contact clyde.hicks@tn.gov.

The Department of General Services Office of Assurance and Technology Services has partnered with the Purchasing Division to develop the State's exit strategy regarding the removal of sensitive and confidential information from the copiers which have a hard drive. Of the 2500 copiers which the State has leased, approximately 800 of them are equipped with a hard drive. Several options for ensuring that sensitive data is removed from the copier's hard disk drive are outlined below for your consideration:

- 1.) That the machines identified without hard drives can simply be picked up by Oce' Imagistics as we begin our new copier lease.
- 2.) By using step-by step directions (attached), the State's IT professionals may remove the hard drive and sanitize it in the same way they clean information from a CPU or other device that may contain a hard drive. The hard drive should then be replaced back into the copier before it is returned to Oce'.
- 3.) By using step-by-step directions (attached), the State's IT professionals may remove the hard drive and destroy or sanitize in whatever fashion deemed appropriate. The method allows the hard disk drive to be kept in the possession of the State at a cost of \$150.00 per unit and will not be returned to Oce'. This charge may be paid for by using your local purchasing authority.
- 4.) If departments indicate to Oce' prior to pick-up that they wish for Oce' to destroy the data contained on the hard drive, Oce' will do this and issue a "Certificate of Destruction" via e-mail for each serial number requested by the department. Cost for this service is \$175.00 per unit and may be paid for by using your local purchasing authority.

Each State department or agency should make the selection that best suits their needs. Any questions regarding the hard drive and the above options may be directed to Elizabeth Kurowski at Elizabeth.Kurowski@tn.gov.

Copier groups and awarded vendors are as follows:

Group A Oce' Imagistics, Inc. Contract #20902 20 CPM 1,000 to 2,500 copies per month 20 CPM 2,500 to 5,000 copies per month

Group B Toshiba America Business Solutions, Inc. Contract 21008

30 CPM 5,000 to 10,000 copies per month

30 CPM 10,000 to 15,000 copies per month

30 CPM 15,000 to 25,000 copies per month

Group C Oce' Imagistics, Inc. Contract #20900

40 CPM 25,000 to 35,000 copies per month

40 CPM 35,000 to 45,000 copies per month

Group D Oce' Imagistics, Inc. Contract #20900

50 CPM 45,000 to 55,000 copies per month

Group E Oce' Imagistics, Inc. Contract #20900

60 CPM 55,000 to 65,000 copies per month

Group F Oce' Imagistics, Inc. Contract #20900

70 CPM 65,000 to 75,000 copies per month

Group G & L Xerox Corp, Contract #20906 80 CPM 75,000 to 85,000 copies per month Group H & M Xerox Corp, Contract #20906

90 CPM 85,000 to 100,000 copies per month

Group I & N Ricoh Corporation Contract #20904 100 CPM 100,000 to 115,000 copies per month

Color Groups**

Group J Ricoh Corporation Contract #20904

20 CPM 2,500 to 5,000 copies per month

Group K. Ricoh Corporation Contract #20904

30 CPM 5,000 to 10,000 copies per month

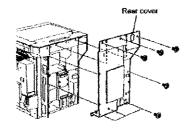
30 CPM 10,000 to 15,000 copies per month

^{**} Color copiers include the black and white copies up to the monthly volume. Color copies have a .04 cent click charge per copy.

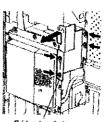
Removing Hard Drive IM2330 / 2830

Remove Rear Cover (Left Picture)
1. Remove 7 screws and take off rear cover (follow lines with screw picture)

Remove Bridge Bracket (Right Picture)
1. Loosen 4 screws (small arrows) and remove bridge bracket (large arrow)



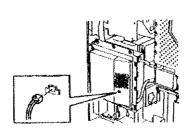


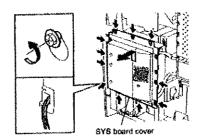


Connector (Left Picture)

Disconnect 1 connector

Remove Board Cover (Right Picture)
 Loosen 11 screws (small arrows) and remove cover





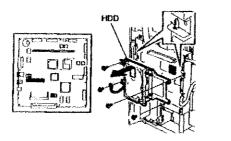
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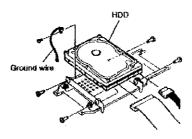
Remove Hard Drive & Bracket (Left Picture)

- 1. Remove 4 screws

2. Disconnect 2 connectors while removing the hard drive and bracket If you are keeping the Hard Drive remove it from the bracket (Right Picture)

- 1. Remove 4 screws and remove hard drive from bracket
- 2. Disconnect 2 connectors
- 3. Remove 1 screw and take off the ground wire





Reinstall Hard Drive bracket and follow above steps in reverse order, installing board cover and rear cover.

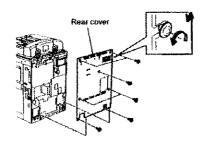
Removing Hard Drive IM5530/6030/7230/8530

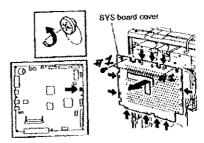
Remove Rear Cover (Left Picture)

- 1. Loosen 1 screw (highlighted in small box)
- 2. Remove 7 screws (follow lines with screw picture)

Remove Board Cover (Right Picture)

- 1. Remove 2 screws (#1)
- 2. Loosen 10 screws (arrows)
- Read step 4 before removing cover. Take off board cover by sliding it upward & then out.
- A cooling fan is installed on the cover. When removing cover do not pull on harness, but remove connector from system board. (Highlighted by single arrow in box).



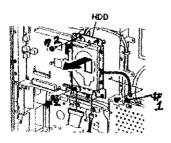


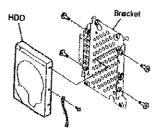
Remove Hard Drive & Bracket (Left Picture)

- 1. Disconnect 2 connectors to hard drive and remove ground screw (#1)
- 2. Remove 4 screws (#2) remove hard drive & bracket.

If you are keeping Hard Drive remove it from bracket (Right Picture)

1. Remove 4 screws to bracket and 1 ground wire screw





Reinstall Hard Drive bracket and follow above steps in reverse order, installing board cover and rear cover.

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F.O.B. DESTINATION (STATEWIDE CONTRACT)

F.O.B. DESTINATION FOR SHIPMENT TO:

ALL STATE AGENCIES, LOCAL GOVERNMENT AGENCIES AND AUTHORIZED NON-PROFIT ENTERPRISES LOCATED WITHIN THE STATE OF TENNESSEE AND THE MILITARY BASE LOCATED IN TUNNEL HILL, GEORGIA.

TERM OF CONTRACT

THE ANTICIPATED EFFECTIVE DATE AND EXPIRATION DATE OF THE CONTRACT ARE SHOWN ON THE FRONT OF THIS SOLICITATION. IF AWARD HAS NOT BEEN MADE BY THE ANTICIPATED EFFECTIVE DATE, THEN THE CONTRACT SHALL BECOME EFFECTIVE UPON THE DATE THE BID IS ACCEPTED AND CONTRACT AWARDED BY THE STATE, AS INDICATED BY THE PURCHASING AGENT'S SIGNATURE ON THE CONTRACT NOTICE OF AWARD (NOTE: THE CHANGE OF EFFECTIVE DATE MAY NOT RESULT IN A CHANGE OF THE ANTICIPATED EXPIRATION DATE.)

RENEWAL OPTIONS: THIS CONTRACT MAY BE RENEWED UPON SATISFACTORY COMPLETION OF THE INITIAL CONTRACT TERM. THE STATE RESERVES THE RIGHT TO EXECUTE UP TO (3) OPTIONS TO RENEW THIS CONTRACT ANNUALLY UNDER THE SAME TERMS AND CONDITIONS FOR A PERIOD NOT TO EXCEED 12 MONTHS EACH BY THE STATE. IT IS MUTUALLY UNDERSTOOD AND AGREED THAT THE STATE'S COMMITMENT IS LIMITED TO A BASE TERM CONTRACT, NOT TO EXCEED TWELVE (12) MONTHS, WHICH IS SUBJECT TO RENEWAL ANNUALLY AT THE STATE'S SOLE OPTION.

IT IS UNDERSTOOD AND AGREED THAT THE STATE RESERVES THE RIGHT TO EXTEND THE TERM CONTRACT PERIOD RESULTING FROM THIS SOLICITATION AN ADDITIONAL PERIOD OF TIME, NOT TO EXCEED 180 DAYS BEYOND THE NORMAL EXPIRATION DATE OF SUCH CONTRACT, UPON MUTUAL WRITTEN AGREEMENT BY BOTH PARTIES, UNDER THE SAME TERMS AND CONDITIONS. PROVIDED, HOWEVER, IN NO EVENT SHALL THE MAXIMUM TERM OF A CONTRACT EXCEED A TOTAL OF SIXTY (60) MONTHS.

COPIER LEASE SCHEDULE

COPIERS LEASED IN YEAR (1) OF THE RESULTING CONTRACTS SHOULD BE RETURNED AT THE END OF THE 36 MONTH MAXIMUM.

COPIERS LEASED IN YEAR (2) OF THE RESULTING CONTRACTS SHOULD BE RETURNED AT THE END OF THE 36 MONTH MAXIMUM.

COPIERS LEASED IN YEAR (3) OF THE RESULTING CONTRACTS SHOULD BE RETURNED AT THE END OF THE CONTRACT TERM (24 MONTH MAXIMUM).

NO NEW COPIERS MAY BE LEASED IN YEAR (4) FROM THE RESULTING CONTRACTS, (AFTER THE 36TH MONTH).

YEAR (4) IS FOR MAINTENANCE AND SUPPLIES ONLY.

VOLUME, MULTI-YEAR

THE TOTAL PURCHASES OF ANY INDIVIDUAL ITEM ON THE CONTRACT ARE NOT

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THE TOTAL PURCHASES OF ANY INDIVIDUAL ITEM ON THE CONTRACT ARE NOT KNOWN. THE PURCHASING DIVISION HAS ATTEMPTED TO GIVE AN ACCURATE ESTIMATE OF PROBABLE PURCHASES OF EACH ITEM FROM THE CURRENT CONTRACT PERIOD AND PROJECTED ESTIMATES FOR THE NEW CONTRACT PERIOD. THE PURCHASING DIVISION DOES NOT GUARANTEE THAT THE STATE WILL BUY ANY OR ALL ESTIMATED AMOUNTS OF ANY SPECIFIED ITEM OR ANY TOTAL AMOUNT.

1ST 12 MONTHS \$ 5,400,100.00 2ND 12 MONTHS \$ 5,400,100.00 3RD 12 MONTHS \$ 5,400,100.00 4TH 12 MONTHS \$ 2,700,050.00

CURRENT CONTRACT PERIOD FY 08/06 TO 07/09 - \$14,727,522.27

CONTRACTOR WILL ONLY BE PAID FOR SERVICES RENDERED HEREUNDER PURSUANT TO PURCHASE ORDER RELEASES ISSUED TO CONTRACTOR FROM THE STATE.

CONTRACTOR IS NOT ENTITLED TO BE PAID THE MAXIMUM LIABILITY FOR ANY ONE YEAR UNDER THE CONTRACT OR ANY EXTENSIONS OF THE CONTRACT FOR WORK NOT REQUESTED BY THE STATE. MAXIMUM LIABILITY REPRESENTS AVAILABLE FUNDS FOR PAYMENT TO CONTRACTOR AND DOES NOT GUARANTEE PAYMENT OF ANY SUCH FUNDS TO THE CONTRACTOR PER YEAR UNDER THIS CONTRACT UNLESS THE STATE REQUESTS WORK AND CONTRACTOR PERFORMS SAID WORK. THE STATE IS UNDER NO OBLIGATION TO REQUEST WORK FROM CONTRACTOR IN ANY SPECIFIC DOLLAR AMOUNTS PER YEAR UNDER THIS CONTRACT AND THE STATE MAY NOT REQUEST ANY WORK AT ALL FROM CONTRACTOR DURING ONE YEAR PERIOD.

DELIVERY TIME (ON-TIME)

THE CONTRACTOR SHALL BE REQUIRED TO MAINTAIN OR TO HAVE AVAILABLE FOR HIS OWN USE PERSONNEL, EQUIPMENT, AND SUPPLIES SUFFICIENT TO PERFORM "ON-TIME" AS SPECIFIED IN THIS INVITATION TO BID.

FREIGHT F.O.B. STATE AND LOCAL GOVERNMENT AGENCIES

ALL QUOTATIONS SHALL BE F.O.B. DESTINATION. THE TERM F.O.B. DESTINATION SHALL MEAN DELIVERED AND UNLOADED WITH IN-HOUSE DELIVERY OF ANY STATE AGENCY WITHIN THE STATE OF TENNESSEE AND THE MILITARY BASE LOCATED IN TUNNEL HILL, GEORGIA AND, WHEN APPLICABLE, ANY LOCAL GOVERNMENT AGENCY OR AUTHORIZED CORPORATION WITHIN THE STATE OF TENNESSEE, WITH ALL CHARGES FOR TRANSPORTATION AND UNLOADING PREPAID BY THE VENDOR/CONTRACTOR.

FIXED BID PRICE FOR CONTRACT PERIOD (NO PRICE INCREASE ALLOWED)

BID PRICES MUST BE FIXED FOR THE TERM OF THE CONTRACT, EXCEPT THE STATE SHALL BE ADVISED OF AND RECEIVE THE BENEFIT OF ANY PRICE DECREASE IN EXCESS OF FIVE (5) PERCENT AUTOMATICALLY. THE VENDOR/CONTRACTOR MUST PROVIDE WRITTEN PRICE REDUCTION INFORMATION WITHIN TEN (10) DAYS OF ITS EFFECTIVE DATE.

INSURANCE REQUIRED

THE SUCCESSFUL BIDDER(S) SHALL PROCURE AND MAINTAIN FOR THE DURATION OF THE CONTRACT, AT THEIR OWN COST AND EXPENSE INSURANCE AGAINST CLAIMS FOR INJURIES TO PERSONS OR DAMAGES TO PROPERTY INCLUDING

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CLAIMS FOR INJURIES TO PERSONS OR DAMAGES TO PROPERTY INCLUDING CONTRACTUAL LIABILITY WHICH, MAY ARISE IN CONNECTION WITH THE PERFORMANCE OF THE WORK PERFORMED BY THE CONTRACTOR, HIS AGENTS, REPRESENTATIVES, EMPLOYEES OR SUBCONTRACTORS UNDER THE CONTRACT.

THE INSURANCE CARRIER(S) MUST BE LICENSED TO CONDUCT BUSINESS IN THE STATE OF TENNESSEE. THE INSURANCE WILL BE EVIDENCED BY AN ORIGINAL OR .PDF FORMAT DOCUMENT CERTIFICATE OF INSURANCE. THE CERTIFICATE SHALL INCLUDE WORDING WHICH STATES THE PURCHASING DIVISION WILL BE NOTIFIED THIRTY (30) DAYS PRIOR TO CANCELLATION OF THE COVERAGE OR A MAJOR CHANGE IN THE COVERAGE PROVIDED. THE STATE OF TENNESSEE SHALL BE HELD HARMLESS FOR ANY INJURIES, CLAIMS OR JUDGMENTS AGAINST THE CONTRACTOR.

CERTIFICATES FOR LIABILITY COVERAGES SHALL NAME THE STATE OF TENNESSEE PURCHASING DIVISION AS AN ADDITIONAL INSURED. THE FOLLOWING INSURANCE COVERAGES ARE REQUIRED:

WORKERS' COMPENSATION INSURANCE: A CERTIFICATE SHALL BE PROVIDED WHICH INDICATES THE CONTRACTOR PROVIDES WORKERS' COMPENSATION COVERAGE IN COMPLIANCE WITH THE STATE LAWS OF TENNESSEE, AND EMPLOYER'S LIABILITY (E.L.) WITH THE FOLLOWING LIMITS:

E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EACH EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000

GENERAL LIABILITY AND PROPERTY DAMAGE INSURANCE: COMPREHENSIVE GENERAL LIABILITY INSURANCE, INCLUDING BUT NOT LIMITED TO, BODILY INJURY, PROPERTY DAMAGE, CONTRACTUAL LIABILITY, PRODUCTS LIABILITY, WITH COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE WITH A MINIMUM AGGREGATE OF \$1,000,000.

THE SUCCESSFUL BIDDER(S) SHALL PROVIDE THE PURCHASING DIVISION WITH AN ORIGINAL CERTIFICATE OF INSURANCE OR .PDF FORMAT DOCUMENT AS PROOF OF INSURANCE COVERAGE, AS STATED ABOVE, NAMING THE STATE OF TENNESSEE, PURCHASING DIVISION AS ADDITIONAL INSURED, WITHIN TEN (10) BUSINESS DAYS AFTER REQUEST. IF THE CERTIFICATE OF INSURANCE IS IN .PDF FORMAT, MUST BE RECEIVED DIRECTLY FROM THE INSURANCE COMPANY.

UPON AWARD, FAILURE TO MAINTAIN INSURANCE COVERAGE FOR THE DURATION OF THE CONTRACT PERIOD MAY RESULT IN CANCELLATION OF THE CONTRACT. IN THE EVENT THAT THE INSURANCE POLICY ON FILE IN THE PURCHASING DIVISION EXPIRES OR IS CANCELED, THE CONTRACTOR WILL BE REQUIRED TO CEASE WORK UNTIL PROOF OF INSURANCE IS PRESENTED.

INSPECTION

ALL MATERIALS, EQUIPMENT, AND SUPPLIES ARE SUBJECT TO INSPECTION AND TESTING. ITEMS THAT DO NOT MEET SPECIFICATIONS WILL BE REJECTED. FAILURE TO REJECT UPON RECEIPT DOES NOT RELIEVE THE CONTRACTOR OF LIABILITY. WHEN SUBSEQUENT TESTS AFTER RECEIPT ARE CONDUCTED AND WHEN SUCH TESTS REVEAL DAMAGE OR FAILURE TO MEET SPECIFICATIONS, THE STATE MAY SEEK DAMAGES REGARDLESS OF WHETHER A PART OR ALL OF THE

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STATE MAY SEEK DAMAGES REGARDLESS OF WHETHER A PART OR ALL OF THE MERCHANDISE HAS BEEN CONSUMED.

TECHNICAL ASSISTANCE

THE VENDOR/CONTRACTOR WILL FURNISH TELEPHONIC TECHNICAL ASSISTANCE FOR THE TYPE OF EQUIPMENT OR SERVICES REQUESTED AS SPECIFIED IN THE SPECIFICATIONS FOLLOWING A REQUEST AND WITHOUT ADDITIONAL COST TO THE STATE. ENTER THE NAME, ADDRESS, AND TELEPHONE NUMBER OF THE TECHNICIAN OR SERVICE REPRESENTATIVE IN THE SPACE PROVIDED BELOW.

ADDRESS		
PHONE NO.	FAX NO	
PAGER NO	,	
EMAIL ADDRESS	,	
WEBSITE. STATE CONTRACT ADMI	INISTRATOR	

QUESTIONS OR PROBLEMS ARISING FROM BID PROCEDURES OR SUBSEQUENT ORDER AND DELIVERY PROCEDURES SHOULD BE DIRECTED TO:

STATE OF TENNESSEE
DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION
312 ROSA L. PARKS AVENUE
3RD FLOOR WILLIAM R. SNODGRASS TN TOWER
NASHVILLE, TN 37243-0557

TO THE ATTENTION OF THE BUYER LISTED ON THE FACE OF THE INVITATION TO BID.

PURCHASE ORDER RELEASE (SWC)

ORDERS FOR SERVICES OR SUPPLIES THAT ARE INCLUDED ON STATEWIDE CONTRACTS SHALL BE PREPARED BY AGENCIES ON DEPARTMENTAL PURCHASE ORDERS AND FORWARDED DIRECTLY TO THE VENDOR/CONTRACTOR. THESE PURCHASE ORDERS, WHEN RECEIVED BY THE VENDOR/CONTRACTOR, SERVE AS AUTHORIZATION FOR SHIPMENT. ITEMS FROM DIFFERENT CONTRACTS MAY BE COMBINED ON A SINGLE PURCHASE ORDER TO THE SAME VENDOR/CONTRACTOR TO MEET MINIMUM ORDER REQUIREMENTS. LOCAL GOVERNMENT AGENCIES OR AUTHORIZED CORPORATIONS, WHERE APPLICABLE, WILL ISSUE THEIR PURCHASE ORDER RELEASES DIRECTLY TO THE VENDOR/CONTRACTOR(S).

BILLING INSTRUCTIONS

THE CONTRACTOR SHALL INVOICE THE STATE ONLY AFTER COMPLETION OF THE WORK DESCRIBED IN THE PURCHASE ORDER/CONTRACT, AND AS REQUIRED BELOW PRIOR TO ANY PAYMENT.

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THE CONTRACTOR SHALL SUBMIT AN INVOICE, WITH ALL NECESSARY SUPPORTING DOCUMENTATION, TO: STATE AGENCY BILLING ADDRESS

SUCH INVOICE SHALL CLEARLY AND ACCURATELY DETAIL THE FOLLOWING REQUIRED INFORMATION.

INVOICE/REFERENCE NUMBER; (ASSIGNED BY THE CONTRACTOR) INVOICE DATE;

CONTRACT AND/OR PURCHASE ORDER NUMBER; (ASSIGNED BY THE STATE)
ACCOUNT NAME; PROCURING STATE AGENCY AND DIVISION NAME
ACCOUNT/CUSTOMER NUMBER; (UNIQUELY ASSIGNED BY THE CONTRACTOR TO
THE ABOVE-REFERENCED ACCOUNT NAME;

CONTRACTOR NAME;

CONTRACTOR FEDERAL EMPLOYER IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER; (AS REFERENCED IN CONTRACT)

CONTRACTOR CONTACT (NAME, PHONE, AND/OR FAX FOR THE INDIVIDUAL TO CONTACT WITH BILLING QUESTIONS);

CONTRACTOR REMITTANCE ADDRESS;

DESCRIPTION OF DELIVERED ITEM OR SERVICE; AND TOTAL AMOUNT DUE FOR DELIVERED ITEM OR SERVICE.

THE CONTRACTOR UNDERSTANDS AND AGREES THAT THE INVOICE SHALL;

INCLUDE ONLY CHARGES FOR SERVICE DESCRIBED IN CONTRACT OR PURCHASE ORDER AND IN ACCORDANCE WITH PAYMENT TERMS AND CONDITIONS SET FORTH IN CONTRACT OR PURCHASE ORDER;

NOT INCLUDE ANY FUTURE WORK BUT WILL ONLY BE SUBMITTED FOR COMPLETED SERVICE; AND

NOT INCLUDE SALES TAX OR SHIPPING CHARGES (UNLESS OTHERWISE STIPULATED IN THE CONTRACT OR PURCHASE ORDER).

THE CONTRACTOR AGREES THAT TIMEFRAME FOR PAYMENT (AND ANY DISCOUNTS) BEGINS WHEN THE STATE IS IN RECEIPT OF A CORRECT INVOICE MEETING THE MINIMUM REQUIREMENTS ABOVE.

PAYMENT

IT SHALL BE THE RESPONSIBILITY OF THE "BILL TO" AGENCY TO MAKE PAYMENT. ANY QUESTIONS CONCERNING PAYMENT SHOULD BE ADDRESSED TO THE "BILL TO" AGENCY LISTED IN THE TOP, RIGHT SIDE OF THE PURCHASE ORDER, NOT THE PURCHASING DIVISION.

CANCELLATION

TERMINATION FOR CONVENIENCE: THE STATE MAY TERMINATE THIS CONTRACT WITHOUT CAUSE. SAID TERMINATION SHALL NOT BE DEEMED A BREACH OF CONTRACT BY THE STATE. THE STATE SHALL GIVE THE VENDOR/CONTRACTOR AT LEAST NINETY (90) DAYS WRITTEN NOTICE BEFORE THE EFFECTIVE CANCELATION DATE.

THE VENDOR/CONTRACTOR SHALL BE ENTITLED TO RECEIVE COMPENSATION FOR GOODS SHIPPED OR SERVICES SATISFACTORILY COMPLETED AS OF THE

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GOODS SHIPPED OR SERVICES SATISFACTORILY COMPLETED AS OF THE CANCELATION DATE, BUT IN NO EVENT SHALL THE STATE BE LIABLE TO THE VENDOR/CONTRACTOR FOR COMPENSATION FOR ANY GOODS OR SERVICES WHICH HAVE NOT BEEN RENDERED.

UPON SUCH TERMINATION, THE VENDOR/CONTRACTOR SHALL HAVE NO RIGHT TO ANY ACTUAL GENERAL, SPECIAL, INCIDENTAL, CONSEQUENTIAL, OR ANY OTHER CLAIMS WHATSOEVER OF ANY DESCRIPTION OR AMOUNT.

TERMINATION FOR CAUSE: IF THE VENDOR/CONTRACTOR FAILS TO FULFILL ITS OBLIGATIONS UNDER THIS CONTRACT IN A TIMELY OR PROPER MANNER, OR IF THE VENDOR/CONTRACTOR VIOLATES ANY TERMS OF THIS CONTRACT, THE STATE SHALL HAVE THE RIGHT TO IMMEDIATELY TERMINATE THE CONTRACT UPON WRITTEN NOTICE OF INTENT TO CANCEL. THE STATE SHALL HAVE THE RIGHT TO WITHHOLD PAYMENT IN EXCESS OF FAIR COMPENSATION FOR COMPLETED SERVICES. NOTWITHSTANDING THE ABOVE, THE CONTRACTOR SHALL NOT BE RELIEVED OF LIABILITY TO THE STATE FOR DAMAGES SUSTAINED BY VIRTUE OF ANY BREACH OF THIS CONTRACT BY THE CONTRACTOR.

AT THE END OF ANY FISCAL YEAR ANY CONTRACT MAY BE CANCELED BY THE STATE WITHOUT NOTICE, IN THE EVENT THAT FUNDS TO SUPPORT THE CONTRACT BECOME UNAVAILABLE.

THE VENDOR/CONTRACTOR WILL BE REQUIRED TO HONOR ALL PURCHASE ORDERS THAT WERE PREPARED AND DATED PRIOR TO THE DATE OF THE TERMINATION, IF RECEIVED BY THE VENDOR/CONTRACTOR WITHIN A PERIOD OF THIRTY (30) DAYS FOLLOWING THE DATE OF TERMINATION.

REPORTS

THE SUCCESSFUL BIDDER SHALL BE REQUIRED TO SUBMIT REPORTS UPON REQUEST, BUT NO LESS THAN QUARTERLY, IN EXCEL FORMAT TO THE PURCHASING AGENT LISTED ON THE AWARDED CONTRACT. THE REPORTS WILL PROVIDE STATISTICAL DATA ON ALL PURCHASES MADE FROM THE AWARDED CONTRACT BY STATE AGENCIES. IF THE BIDDER EXTENDED THE BID OFFER TO LOCAL GOVERNMENTS AND AUTHORIZED NON-PROFIT AGENCIES, THE REPORTS WILL ALSO PROVIDE STATISTICAL DATA ON ALL PURCHASES MADE FROM THE AWARDED CONTRACT BY LOCAL GOVERNMENT AGENCIES AND AUTHORIZED NON-PROFIT AGENCIES, PURSUANT TO THE TERM LOCATED IN THE INVITATION TO BID DOCUMENT TITLED "LEASE COPIERS BY LOCAL GOVERNMENTS AND AUTHORIZED NON-PROFIT AGENCIES."

THE REPORT IS TO BE DETAILED BY EACH COPIER LEASED AND INCLUDE THE FOLLOWING DATA:

- 1) AGENCY NAME
- 2) ADDRESS OF INSTALLATION
- 3) CITY/STATE/ZIP
- 4) COPIER MODEL NUMBER
- 5) SERIAL NUMBER
- 6) INSTALL DATE
- 7) MONTHLY COST
- 8) ANNUAL COST
- 9) OVERAGE CHARGES (CLICK) FOR BOTH B&W AND COLOR
- 10) MONTHS IN SERVICE

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10) MONTHS IN SERVICE 11) TOTAL COPIES/PRINT TO DATE 12) ACTUAL COPIES/PRINT PER MONTH		
	TH TOTALS MUST BE REPORTED > NOT THERE ARE CLICK CHARGES.	****
	OF ALL STATE AGENCIES WHO LEASED CONTRACT PERIOD. THE SURVEY ROM THE CONTRACT HOLDER. THE IN THE COPY (CLICK) COUNT HE QUANTITY ON THE EXCEL ADSHEET CALCULATED THE HAD BEEN IN SERVICE AND ATTHEM TO A MONTHLY AVERAGE)
	I.US/ OR BY REQUESTING A COPY I EMAIL TO CLYDE.HICKS@TN.GOV.	ES
THE PURPOSE OF THIS INVITATION TO SOURCES OF SUPPLY FOR ALL STATE AGWITHIN THE GEOGRAPHIC LIMITS OF THE CORPORATION WHICH IS EXEMPTED FROM 501 (C) (3) AS AMENDED AND WHICH COMENTAL HEALTH AND MENTAL RETARDATIONS OF THE PUBLIC (TCA 33-2-401). PURCHASES AUTHORIZED CORPORATIONS ARE OPTION CORPORATIONS AND OFFERS TO SELL TO OPTIONAL WITH THE BIDDER. INDICATE IF YOUR OFFER IS ALSO EXTIN THE SPACE PROVIDED BELOW. INIT	EENCIES, LOCAL GOVERNMENTAL AGENCIE STATE OF TENNESSEE, AND ANY TAXATION UNDER 26 U.S.C. SECTION ON TO PROVIDE SERVICES TO THE BY LOCAL GOVERNMENTAL AGENCIES AND LOCAL GOVERNMENTAL AGENCIES ARE ENDED TO LOCAL GOVERNMENTAL AGENCIES ARE	IN
BID OFFERS ARE EXTEN	DED TO LOCAL GOVERNMENTAL AGENCI	ES.
RETURN GOODS POLICY		
ALL COSTS ASSOCIATED WITH THE RETUREPLACEMENT UNDER WARRANTY SHALL BBIDDER SHALL INDICATE BELOW THEIR	E DONE AT THE EXPENSE OF THE VEN	DOR.

SUBSTITUTE EQUIPMENT OFFERED BY THE CONTRACTOR

THE POSTURE OF THE STATE IS TO STAY CURRENT IN ITS DATA PROCESSING TECHNOLOGY, THEREFORE, THE PURCHASING DIVISION MAY ALLOW THE CONTRACTOR TO OFFER A SUBSTITUTE ITEM AFTER THE FIRST YEAR OF

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CONTRACTOR TO OFFER A SUBSTITUTE ITEM AFTER THE FIRST YEAR OF THE CONTRACT PROVIDED THAT THE AWARDED ITEM IS NO LONGER BEING MANUFACTURED. ANY SUBSTITUTION OFFER MUST BE SUBMITTEDIN WRITING TO THE STATE CONTRACT ADMINISTRATOR FOR EVALUATION AND APPROVAL.

THE FOLLOWING CONDITIONS MUST BE MET FOR ANY SUBSTITUTED ITEM OFFER:

- A. THE FUNCTIONAL, TECHNICAL, AND PERFORMANCE CHARACTERISTICS OF THE SUBSTITUTE ITEM(S) IS EQUAL TO OR EXCEED THE SPECIFICATIONS PROVIDED IN THE SOLICITATION.
- B. THE PRICE OF THE SUBSTITUTE ITEM(S) IS EQUAL TO OR LESS THAN THE PRICE OF THE ITEM(S) IT IS TO REPLACE.
- C. THE SUBSTITUTE ITEM HAS BEEN FORMALLY ANNOUNCED BY THE MANUFACTURER AS BEING COMMERCIALLY AVAILABLE AS OF THE DATE THE SUBSTITUTION REQUEST IS MADE.
- D. THE CONTRACTOR'S OFFER CONTAINS SUFFICIENT DETAILED INFORMATION TO SUBSTANTIATE THAT THE CRITERIA ABOVE ARE MET.

AT ITS SOLE DISCRETION, THE PURCHASING DIVISION MAY REQUEST SAMPLES FOR TESTING, AND MAY ACCEPT OR REJECT ANY SUBSTITUTE ITEM(S) OFFERED BY THE CONTRACTOR (SEE TERM AND CONDITION TITLED "SAMPLES").

SUBCONTRACTING: RESPONSIBILITIES AND LIABILITIES

THE CONTRACTOR SHALL NOT ENTER INTO ANY SUBCONTRACT FOR SERVICES WITHOUT THE WRITTEN CONSENT OF THE DEPUTY COMMISSIONER, DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION. THE AWARDED CONTRACTOR IS RESPONSIBLE FOR WORK, SERVICE, PERFORMANCE, CONTRACTUAL LIABILITY WORKERS' COMPENSATION INJURIES OF EMPLOYEES AND SUBS (UNLESS SUBCONTRACTOR ASSUMES RESPONSIBILITY AND FURNISHES AN ORIGINAL CERTIFICATE OF INSURANCE AS PROOF OF INSURANCE FOR WORKERS' COMPENSATION AND NAMING THE STATE OF TENNESSEE AS ADDITIONALLY INSURED FOR GENERAL LIABILITY), AND PAYMENT TO THE SUBCONTRACTOR. ALL COSTS INCURRED FOR SUBCONTRACTING MUST BE INCLUDED IN THE BID PRICE.

THE SUCCESSFUL BIDDER(S) WILL BE REQUIRED TO FURNISH A LABOR AND MATERIAL SURETY BOND ISSUED BY A SURETY COMPANY LICENSED TO DO BUSINESS IN THE STATE OF TENNESSEE IN THE AMOUNT OF TWENTY-FIVE (25) % OF THE TOTAL CONTRACT AMOUNT. SUCH BOND SHALL BE FURNISHED TO THE PURCHASING DIVISION WITHIN TEN (10) WORKING DAYS AFTER THE REQUEST. THE SURETY BOND WILL INSURE THAT THE CONTRACTOR WILL PAY FOR ALL LABOR AND MATERIALS USED BY THE CONTRACTOR, OR ANY IMMEDIATE OR REMOTE SUBCONTRACTOR UNDER THE CONTRACTOR, IN SUCH CONTRACT, IN LAWFUL MONEY OF THE UNITED STATES.

LIST BELOW THE NAME, COMPLETE ADDRESS AND PHONE NUMBER OF ALL SUBCONTRACTOR(S):

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SERVICE CONTRACTS: CONFLICT OF INTEREST

THE CONTRACTOR WARRANTS THAT NO PART OF THE TOTAL CONTRACT AMOUNT SHALL BE PAID DIRECTLY OR INDIRECTLY TO AN EMPLOYEE OR OFFICIAL OF THE STATE OF TENNESSEE AS WAGES, COMPENSATION, OR GIFTS IN EXCHANGE FOR ACTING AS AN OFFICER, AGENT, EMPLOYEE, SUBCONTRACTOR, OR CONSULTANT TO THE CONTRACTOR IN CONNECTION WITH ANY WORK CONTEMPLATED OR PERFORMED RELATIVE TO THIS CONTRACT.

CLEAN-UP

CLEAN UP SHALL BE THE RESPONSIBILITY OF CONTRACTOR. CONTRACTOR TO ASSURE THAT JOB SITE IS CLEAN OF NAILS, DEBRIS, ETC. AT END OF EACH DAY TO ENSURE SAFETY. CONTRACTOR WILL CLEAN UP AND HAUL AWAY ALL SCRAP WHEN WORK IS COMPLETED.

DAMAGES

IF STATE PROPERTY IS DAMAGED, STOLEN OR LOST AS A RESULT OF CONTRACTOR'S OR CONTRACTOR'S EMPLOYEES' NEGLIGENCE AND THAT PROPERTY HAS TO BE REPAIRED OR REPLACED BY THE STATE, THE EXPENSE FOR SUCH WORK OR REPLACEMENT WILL BE DEDUCTED FROM THE MONIES DUE THE CONTRACTOR. IN ADDITION TO THE FOREGOING, THE STATE RESERVES THE RIGHT TO PURSUE CLAIMS FOR DAMAGES THROUGH ANY AND ALL LEGAL REMEDIES AVAILABLE TO THE STATE.

SECURITY OF PROTECTED INFORMATION

(A) ALL EMPLOYEES, AGENTS, AND OTHER AFFILIATES OF CONTRACTORS UNDER THIS CONTRACT SHALL PROTECT THE SECURITY OF INFORMATION IDENTIFIED TO THEM AS PROTECTED HEALTH INFORMATION (PHI).

CONTRACTOR'S MANAGING AGENTS WHO ARE NOTIFIED BY THE STATE ABOUT THE PRESENCE OF PHI IN FACILITIES COVERED BY THIS CONTRACT WILL TRANSMIT SUCH NOTICE TO ALL EMPLOYEES, AGENTS, AND OTHER AFFILIATES OF THE CONTRACTOR ALLOWED ACCESS TO SUCH FACILITIES DURING THE COURSE OF THIS CONTRACT.

(B) ALL INDIVIDUALS COVERED BY SECTION (A) SHALL NOT READ, EXAMINE, REMOVE, OR OTHERWISE INTERFERE WITH PHI. THEY SHALL NOT ALLOW ACCESS TO PHI, OR DISCLOSE THE CONTENTS OF PHI, TO ANY OTHER PERSON. ALL INDIVIDUALS WITH KNOWLEDGE OF AN UNAUTHORIZED DISCLOSURE OF PHI SHALL NOTIFY EITHER AN APPROPRIATE STATE OFFICIAL OR A MANAGER OF THE CONTRACTOR WITH RESPONSIBILITY FOR NOTIFYING THE APPROPRIATE STATE OFFICIAL.

COPIER, LEASE OF (SPECIFICATIONS)

PRICE QUOTED LINES 1 THROUGH 72 SHALL BE INCLUSIVE OF ALL EXPENSES INCURRED BY VENDOR INCLUDING ALL SPECIFICATIONS LISTED WITH THE

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INCURRED BY VENDOR INCLUDING ALL EXCEPTION OF PAPER. **PAPER IS NO	SPECIFICATIONS LISTED WITH THE T CONSIDERED PART OF THIS CONTRACT	**
A. DELIVERY TIME THE CONTRACTOR SHALL BE REQUIRED AVAILABLE FOR HIS OWN USE PERSONN SUFFICIENT TO PERFORM "ON-TIME" AS INVITATION TO BID. DELIVERY TIME COMPLETE INSTALLATION MUST BE NO DELIVERY TIME FOR ALL SUPPLIES MUST (21) DAYS AFTER RECEIPT OF A PURCE	EL, EQUIPMENT AND SUPPLIES S SPECIFIED WITHIN THIS FOR EQUIPMENT, INCLUDING MORE THAN SIXTY (60) DAYS. ST BE NO MORE THAN TWENTY-ONE	
DELIVERY TIME (MUST BE FILLED IN	BY THE BIDDER)	
DELIVERY TO BE MADE WITHIN DOUBLE ON RENTAL EQUIPMENT (NOT TO		
DELIVERY TO BE MADE WITHIN DO ORDER ON SUPPLIES (NOT TO EXCEED 2		
B. LOCAL AREA CONTACT ALL BIDDERS MUST PROVIDE A TOLL FOR A REPRESENTATIVE IN NASHVILLE TO FOR AUTHORIZED TO HANDLE BILLING PROBLEMS	HANDLE ANY PROBLEMS. IF A D THAT PERSON MUST BE LEMS; LATE DELIVERIES; RESPOND TO	
LOCAL AREA REPRESENTATIVE (MUST BE	E FILLED IN BY THE BIDDER)	
NAME ADDRESS		
PHONE NO. ()		
OR TOLL FREE NUMBER		
EMAIL ADDRESS		
C. MACHINE SPECIFICATIONS		
	NCE WITH MACHINE SPECIFICATIONS ID. ACCESSORIES, HARDWARE, AND	NS.

AUTO DUPLEXING (1:2, 2:2, 2:1),
ALL COPIERS MUST HAVE PRINT/SCAN CAPABILITY
ALL COPIERS MUST HAVE NETWORK CONNECTIVITY

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ALL COPIERS MUST HAVE NETWORK CONNECTIVITY
PAPER SIZE 5.5" X 8.5" TO 11" X 17" CAPABILITY
ELECTRONIC COLLATING/SORTING
TWO (2) PAPER TRAY MINIMUM + BYPASS TRAY
REDUCTION / ENLARGEMENT, AND
BASE CABINET
*ALL COPIERS SHALL BE ENERGY STAR COMPLIANT.

D. NEW EQUIPMENT, DEFINED

NEW MACHINES ARE UNITS WHICH HAVE NOT BEEN USED PREVIOUSLY AND ARE BEING ACTIVELY MARKETED BY THE VENDOR. REFERENCE THE BUYERS LABORATORY ONLINE SPECIFICATION GUIDE. (BUYERSLAB.COM)

CAPABILITY DEFINED: SHALL MEAN COPIER IS CAPABLE OF SAID FUNCTIONS WITH ANY ADDITIONAL HARDWARE TO BE PROVIDED AT NO COST TO THE STATE.

- E. COPIERS VALUED AMOUNT
 SHOULD COPIER BE DESTROYED WHILE IN THE POSSESSION OF THE STATE,
 WHETHER FIRE, THEFT, OR ACTS OF GOD, THE SAID VALUE OF THE COPIER AT
 THE TIME OF THE OCCURANCE SHALL BE BASED ON A DEPRECIATION SCHEDULE
 BASED ON THE ANTICIPATED LIFE OF THE COPIER BEING THREE (3) YEARS
 AND COMPUTED AS A STRAIGHT LINE EXPENSE. FOR EXAMPLE, IF THE COPIER
 COSTS \$9,000 AND THE LIFE OF THE COPIER IS THREE YEARS, THE MONTHLY
 DEPRECIATION EXPENSE WOULD BE \$250.00. THE ORIGINAL PRICING OF THE
 COPIER WILL BE BASED ON THE MOST RECENT ISSUE INFORMATION FROM THE
 BUYER'S LABORATORY PRICE INDEX.
- F. RISK OF LOSS
 DURING THE PERIOD THE MACHINES ARE IN TRANSIT OR POSSESSION
 OF THE CARRIER UP TO AND INCLUDING THE DATE OF ACCEPTANCE BY THE
 STATE, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RISK OF LOSS
 OR DAMAGE TO THE MACHINE. BASE COPIER AND ALL COMPONENTS ARE TO
 BE SECURELY BOXED AND/OR PACKAGED FOR SHIPMENT IN ORDER TO PROVIDE
 MAXIMUM PROTECTION DURING SHIPMENT.
- G. TESTING: REFER TO TERM AND CONDITION TITLED "SAMPLES".
- H. SERVICE

ALL BIDDERS ARE REQUIRED TO HAVE A TECHNICAL SERVICE ORGANIZATION WHICH INCLUDES THE FOLLOWING:

- 1. SERVICE REPRESENTATIVES MUST BE FULL-TIME EMPLOYEES OF THE BIDDER OR DESIGNATED BY THE BIDDER AS HIS FULL-TIME AUTHORIZED REPRESENTATIVE.
- 2. SERVICE MUST BE AVAILABLE DURING NORMAL WORKING HOURS (8:00AM TO 4:30PM), MONDAY THROUGH FRIDAY, EXCEPT NATIONAL HOLIDAYS.
- 3. ONSITE RESPONSE TIME OF NO MORE THAN SIX (6) WORKING HOURS FOR ANY LOCATION REQUIRED AFTER NOTIFICATION.
- 4. ALL ADDITIONAL SERVICE CALLS BETWEEN INSPECTIONS SHALL BE MADE AT NO CHARGE.

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MADE AT NO CHARGE.

- 5. PREVENTATIVE/SCHEDULED MAINTENANCE MUST BE BASED ON THE SPECIFIC NEEDS OF THE INDIVIDUAL MACHINES AS DETERMINED BY THE MANUFACTURER'S MAINTENANCE SCHEDULE AND GUIDELINES, AND SHALL INCLUDE BUT IS NOT LIMITED TO, CLEANING, LUBRICATION, NECESSARY ADJUSTMENTS, AND REPLACEMENT OF UNSERVICABLE PARTS.
- 6. RESPONSE TIME SHALL BE DEFINED AS A SERVICE REPRESENTATIVE AT THE AGENCY LOCATION. RESPONSE MADE BY TELEPHONE OR OTHER ELECTRONIC MEANS WILL NOT SATISFIY THIS REQUIREMENT.
- 7. **BIDDERS MUST ATTACH A LIST OF ALL IN-STATE SERVICE LOCATIONS AND PHONE NUMBER(S) FOR LOCATIONS WHICH ARE APPLICABLE TO THIS CONTRACT. TOLL FREE TECHNICAL SUPPORT NUMBER _____
- 8. IF THE COPIER CANNOT BE REPAIRED WITHIN 48 HOURS FROM THE INITIAL SERVICE VISIT, THE CONTRACTOR MUST NOTIFY THE STATE CONTRACT ADMINISTRATOR (GENERAL SERVICES, PURCHASING) IN WRITING AND SEND BY FAX (615-741-0684) OR VIA EMAIL TO CLYDE.HICKSƏTN.GOV DETAILING THE NATURE OF THE PROBLEM AND WHEN THE EQUIPMENT WILL BE OPERATIONAL. IF REPAIRS CANNOT BE MADE WITHIN A REASONABLE AMOUNT OF TIME AS DETERMINED BY THE STATE (DEPT. OF GENERAL SERVICES, PURCHASING DIVISION), A LOANER OF EQUAL OR BETTER MACHINE SPECIFICATIONS MUST BE DELIVERED AND SET-UP BY 4:30 PM THE FOLLOWING BUSINESS DAY.
- I. OPERATOR TRAINING

THE VENDOR/CONTRACTOR SHALL PROVIDE, AT NO ADDITIONAL COST, MATERIALS AND INSTRUCTIONS FOR THE TRAINING AND/OR RETRAINING OF USERS OF INSTALLED EQUIPMENT TO INSURE EFFICIENT APPLICATION AND USE. THIS INSTRUCTION IS TO BE PERFORMED IN-HOUSE AFTER EQUIPMENT INSTALLATION AND PRIOR TO ACTUAL STATE OPERATION. ONE TRAINING SESSION IS REQUIRED AT A TIME MUTUALLY AGREED UPON BY THE VENDOR AND AGENCY.

J. MACHINE PERFORMANCE

- 1. MACHINES WHICH DEVELOP A TREND OF REQUIRING AN EXCESSIVE NUMBER OF SERVICE CALLS SHALL BE REPORTED TO THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION FOR REVIEW. THE PURCHASING DIVISION WILL WORK WITH THE AGENCY AND THE VENDOR TO DETERMINE A COURSE OF ACTION.
- 2. ANY MACHINE DETERMINED BY THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION TO BE UNSATISFACTORY, SHALL BE REPLACED WITH A COPIER OF EQUAL OR BETTER MACHINE SPECIFICATIONS BY THE VENDOR WITHOUT LOSS OF CONTRACT TIME AND WITH NO ADDITIONAL CHARGES. THE MACHINE PERFORMANCE PERIOD WILL APPLY FOR THE ENTIRE TERM OF THE CONTRACT PERIOD.
- 3. NOTIFICATION TO REPLACE A MACHINE WILL BE MADE IN WRITING FROM THE STATE CONTRACT ADMINISTRATOR (DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION); NOT THE USING AGENCY.

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K. COPY MACHINE SUPPLIES

ORIGINAL EQUIPMENT MANUFACTURER SUPPLIES ARE REQUIRED UNDER THIS CONTRACT. THE COST FOR THESE SUPPLIES MUST BE INCLUDED IN YOUR MONTHLY BID PRICE. DUE TO THE NATURE OF THIS CONTRACT, NO PURCHASE ORDER IS NEEDED TO OBTAIN CONSUMABLE SUPPLIES (EXCLUDING PAPER). AGENCIES WILL CONTACT THE VENDOR WHEN SUPPLIES ARE NEEDED.

***** PAPER IS NOT CONSIDERED PART OF THIS CONTRACT

ANY ALLEGED ABUSE OF SUPPLIES SHALL BE REPORTED BY THE VENDOR TO THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION'S CONTRACT ADMINISTRATOR. THE VENDOR SHOULD DETAIL, IN WRITING, THE NATURE OF THE ABUSE, WITH DETAILED DOCUMENTATION AND SUPPLY RECORDS. THE PURCHASING DIVISION WILL MAKE A FINAL DETERMINATION REGARDING EACH ALLEGATION.

- **** STAPLE WIRE AND STAPLES ARE CONSIDERED CONSUMABLE SUPPLY *****

 ITEMS AND MUST BE FURNISHED AT NO CHARGE.
- L. GEOGRAPHIC COVERAGE BIDS MUST INCLUDE ALL 95 COUNTIES IN THE STATE OF TENNESSEE AND THE MILITARY BASE IN TUNNEL HILL, GEORGIA; PARTIAL AREA COVERAGE IS NOT ACCEPTABLE.
- M. TERMINATION OF LEASE CHARGES
- I. THE STATE OF TENNESSEE SHALL NOT BE REQUIRED TO PAY ANY TERMINATION CHARGES FOR EARLY TERMINATION OF AN AGENCY LEASE. FOR EXAMPLE: IN THE EVENT THAT AN AGENCY NO LONGER REQUIRES THE USE OF A COPIER, (EXAMPLE: AN AGENCY CLOSES A COUNTY OFFICE DUE TO A CUTBACK IN BUDGETING OR NEED) THEN THE AGENCY CAN, WITH A SIXTY (60) DAY WRITTEN NOTIFICATION, RETURN THE COPIER WITHOUT PENALTY. THE VENDOR SHALL BE REQUIRED TO PICK-UP THE COPIER AT NO ADDITIONAL EXPENSE.

AN AGENCY WILL NOT BE ALLOWED TO RETURN ITS COPIER(S) AND CANCEL ITS LEASE WITHOUT THE APPROVAL OF THE DGS PURCHASING DIVISION DUE TO A MISJUDGMENT OF NEED. THE AGENCY SHOULD FIRST LOOK WITHIN ITS OWN DEPARTMENT TO UTILIZE THE COPIER. IF A NEW LOCATION IS DETERMINED, THE VENDOR SHALL BE REQUIRED TO MOVE THE COPIER TO THE NEW LOCATION AND SET IT UP. THE MOVING DATE SHALL BE MUTUALLY AGREED UPON BY THE AGENCY AND THE VENDOR. PAYMENT FOR THIS SERVICE WILL BE PAID BY THE AGENCY USING ITS LOCAL PURCHASING AUTHORITY.

N. PRICE QUOTED:

UTILIZING LINES 1 - 72 SHALL BE INCLUSIVE OF ALL INSTALLATION AND REMOVAL EXPENSES. THE CONTRACTOR(S) WILL BE REQUIRED TO PERFORM ALL EQUIPMENT INSTALLATION AND VERIFY OPERATION OF ALL EQUIPMENT AT NO ADDITIONAL EXPENSE TO THE STATE.

- MONOCHROME COPIERS -

CLICK CHARGES MAY APPLY FOR ANY B&W COPIER WHEN THE ACTUAL NUMBER OF COPIES EXCEED THE MAXIMUM MONTHLY VOLUME.

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NUMBER OF COPIES EXCEED THE MAXIMUM MONTHLY VOLUME. - COLOR COPIERS -

CLICK CHARGES MAY APPLY FOR B&W COPIES WHEN THE ACTUAL NUMBER OF B&W CLICKS EXCEED THE MAXIMUM MONTHLY VOLUME. CLICK CHARGES FOR COLOR COPIES MAY BE CHARGED ON THE ACTUAL NUMBER OF COLOR CLICKS AS METERED BY THE COPIER.

LEASE BY VOLUME

LINE			PIER			VOLUME		QUA	ANTITY
01	20	CPM	COPIER,	1,000	ΊU	2,500	COPIES		180
04	20	CPM	COPIER,	2,500	TO	5,000	COPIES		149
07	30	CPM	COPIER,	5,000	TO	10,000	COPIES		445
10	30	СРМ	COPIER,	10,000	TO	15,000	COPIES		780
12	30	CPM	COPIER,	15,000	то	25,000	COPIES	1	,209
14	40	СРМ	COPIER,	25,000	TO	35,000	COPIES		25
17	40	СРМ	COPIER,	35,000	TO	45,000	COPIES		164
20	50	CPM	COPIER,	45,000	TO	55,000	COPIES		51
23	60	CPM	COPIER,	55,000	TO	65,000	COPIES		98
27	70	СРМ	COPIER,	65,000	TO	75,000	COPIES		41
31	80	CPM	COPIER,	75,000	ТО	85,000	COPIES		35
36	90	СРМ	COPIER,	85,000	TO	100,000	COPIES		56
41	100	СРМ	COPIER,	100,000	то	115,000	COPIES	ESTIMATE	10
46	20	CPM	COLOR COPIER,	2,500	TO	5,000 C	OPIES	ESTIMATE	60
50	30 (СРМ	COLOR COPIER,	5,000	TO	10,000	COPIES	ESTIMATE	100
53	30 1	CPM	COLOR COPIER,	10,000	ΤO	15,000	COPIES	ESTIMATE	150
58	80 (СРМ	COPIER,	75,000	TO	85,000	COPIES	ESTIMATE	1
63	90 (CPM	COPIER,	85,000	то	100,000	COPIES	ESTIMATE	1
68	100 (СРМ	COPIER,	100,000	TO	115,000	COPIES	ESTIMATE	1

RECORDS INDICATE THAT 87% OF THE COPIERS WERE PLACED IN THE FIRST YEAR, 12% WERE PLACED IN THE SECOND YEAR, AND ONLY 1% WERE PLACED DURING THE THIRD YEAR OF THE CURRENT CONTRACT.

O. COPIER CONFIGURATION - DIGITAL
DIGITAL COPIER CAN UTILIZE EITHER CCD (CHARGE-COUPLED DEVICE)

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DIGITAL COPIER CAN UTILIZE EITHER CCD (CHARGE-COUPLED DEVICE) OR CIS (CONTRACT IMAGE SENSOR), BOTH ARE ACCEPTABLE.

- P. CONNECTIVITY (NOTE: PARAGRAPHS 10 & 11 REQUIRE BID SUBMITTALS)
- 1. THE COPIER MUST CONNECT TO THE STATE'S NETWORK THROUGH AN INDUSTRY-STANDARD ETHERNET CONNECTION/NETWORK ADAPTER PROVIDED AT NO ADDITIONAL COST TO THE STATE OTHER THAN THE MONTHLY COST BID FOR THE COPIER, WITH THE COPIER.
- 2. THE NETWORK ADAPTER MUST BE INSTALLED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE STATE. THE INSTALLATION MUST NOT INCLUDE ACTUAL CONNECTION OF THE COPIER TO THE STATE'S NETWORK OR THE ASSIGNMENT OF AN ADDRESS ON THE STATE'S NETWORK FOR THE COPIER. THE STATE MUST APPROVE THE INSTRUCTIONS TO BE FOLLOWED DURING CONNECTION OF THE COPIER TO THE STATE'S NETWORK, AND THE STATE AND THE CONTRACTOR WILL, IN COOPERATION WITH EACH OTHER, DETERMINE THE NETWORK ADDRESS TO BE ASSIGNED TO THE COPIER.
- 3. SUBSECTION DELETED
- 4. SUBSECTION DELETED
- 5. THE COPIER MUST, FOR THE PURPOSES OF FULL & EFFICIENT PARTICIPATION IN THE STATE'S NETWORK, FULLY SUPPORT AND USE TCP/IP (INCLUDING DHCP) AND SNMP.

THE SPECIFICATIONS IN PARAGRAPH 5.1, IMMEDIATELY FOLLOWING, APPLY ONLY TO COPIERS BID FOR ITB PRICE SHEET LINES 00001, 00004, 00007, 00010, 00012, 00014, 00017, 00020, 00023, 00027, 00031, 00036, 00041, 00046, 00050, AND 00053. COPIERS MUST MEET THE SPECIFICATIONS IN PARAGRAPH 5.1 WITHOUT ANY ADDITIONAL-COST ITEMS AND/OR FEATURES AND/OR SOLUTIONS, INCLUDING SOFTWARE, MIDDLEWARE, ETC.

5.1 THE STATE OF TENNESSEE USES NOVELL GROUPWISE FOR E-MAIL SERVICES, BUT IS CURRENTLY IN THE PROCESS OF MIGRATING FILE SERVICES AND NETWORK AUTHENTICATION TO ACTIVE DIRECTORY. TO SUPPORT THIS DUAL ENVIRONMENT, UNDER WHICH LOGIN TO THE DEVICE IS AUTHENTICATED THROUGH ACTIVE DIRECTORY LDAP AND RETRIEVAL OF THE ADDRESS BOOK IS DONE THROUGH NOVELL (EDIRECTORY) LDAP, THE COPIER MUST PROVIDE AND SUPPORT FIELDS FOR USER ENTRY OF TWO SEPARATE LDAP ADDRESSES AND THE ASSOCIATED CREDENTIALS. THE COPIER MUST REQUIRE LDAP AUTHENTICATION OF A USER BEFORE PERMITTING THE USER TO SCAN TO E-MAIL; DURING E-MAIL TRANSMISSION FROM SCAN, THE COPIER MUST IDENTIFY THE AUTHENTICATED USER'S E-MAIL ADDRESS, NOT THE ADDRESS OF THE COPIER, AS THE SOURCE/SENDER OF THE E-MAIL.

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DATE PRINTED: 06/07/10

STATE OF TENNESSEE DEPARTMENT OF GENERAL SERVICES DIVISION OF PURCHASING

NOTIFICATION OF AWARD OF STATEWIDE CONTRACT

CONTRACT TITLE: SW 404, COPIERS B&W & COLOR, LEASE

TOPS CONTRACT NO: VARIOUS

WITH MAINTENANCE AND SUPPLIES

CONTRACT PERIOD FROM: 06/01/10

TO: 05/31/11

VENDOR NAME AND ADDRESS

VENDOR NO:

COMMODITY CODE NUMBER: 60211

SEE ATTACHED

CONTACT THE FOLLOWING IN THE ORDER NAMED IN THE EVENT OF QUESTIONS PERTAINING TO THIS CONTRACT.

CONTRACT ADMINISTRATOR NAME AND PHONE

BUYER SUPERVISOR NAME AND PHONE

CLYDE HICKS 615~741~2026 NETWORK: 741-2026 MARK MCKEEL 615-741-6831 NETWORK:

BID OPEN DATE: 01/21/10 SOLICITATION: 2061686

- 1. ALL PRICING IS FIXED FOR THE TERM OF THE CONTRACT.
- 2. ALL COPIER REQUESTS SHALL BE MADE AS FOLLOWS:
 - AGENCIES NOT ON-LINE WITH TOPS SHALL SUBMIT A P4 AND FORWARD DIRECTLY TO THE VENDOR/CONTRACTOR.
 - B. AGENCIES ON-LINE WITH TOPS SHALL ENTER THE ORDER IN ORD4; OLI3 AND OACG AND FORWARD THE ORDER DIRECTLY TO THE VENDOR/CONTRACTOR.
- DELIVERY TIME FOR COPIERS IS AS SPECIFIED ON THE CONTRACT. DELIVERY TIME FOR SUPPLIES SHALL NOT EXCEED 21 DAYS AFTER THE AGENCY CALLS THE INSTALLING DEALER.

DUE TO THE NATURE OF THIS CONTRACT NO PURCHASE ORDER IS NEEDED TO OBTAIN CONSUMABLE SUPPLIES (EXCLUDING PAPER). AGENCIES ARE TO CALL THE DEALER WHO INSTALLED THEIR COPIER. NO OTHER DEALER IS AUTHORIZED TO SHIP SUPPLIES WITHOUT THE VENDORS CONSENT.

AGENCIES SHALL KEEP SUPPLIES UNDER THIS CONTRACT SEPARATE FROM SUPPLIES ORDERED FOR COPIERS ON OTHER STATEWIDE CONTRACTS AS THE VOLUME WILL BE MONITORED BY THE DEALER. ANY ABUSE OF SUPPLIES SHALL BE REPORTED BY THE DEALER TO THE PURCHASING DIVISIONS' CONTRACT ADMINISTRATOR. IF ABUSE IS APPARENT AND APPROVED BY THE PURCHASING DIVISION, THE AGENCY WILL BE CHARGED FOR ANY USED SUPPLIES. SUPPLIES NOT OPENED SHALL BE RETURNED TO THE DEALER.

4. ON-SITE SERVICE TO BE MADE WITHIN 4 WORKING HOURS AFTER AGENCY REQUEST FOR ANY LOCATION WITHIN 30 MILES FROM A SERVICE LOCATION. ON-SITE SERVICE TO BE MADE WITHIN 8 WORKING HOURS AFTER AGENCY REQUEST FOR ANY LOCATION BEYOND 30 MILES FROM A SERVICE LOCATION.

SERVICE TO INCLUDE CLEANING, LUBRICATION, NECESSARY ADJUSTMENTS, AND REPLACEMENT OF UNSERVICEABLE PARTS AT NO CHARGE.

- 5. THE VENDOR SHALL PROVIDE AT NO CHARGE MATERIALS AND INSTRUCTIONS FOR THE TRAINING OR RETRAINING OF USERS. TRAINING IS TO BE PERFORMED IN-HOUSE AFTER EQUIPMENT INSTALLATION AND PRIOR TO ACTUAL STATE OPERATION.
- 6. MACHINE PERFORMANCE / ABUSE MACHINES WHICH DEVELOP A TREND OF REQUIRING AN EXCESSIVE NUMBER OF

3

SERVICE CALLS SHALL BE REPORTED TO THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION FOR REVIEW.

ANY MACHINE DETERMINED BY THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION, TO BE UNSATISFACTORY SHALL BE REPLACED, NOT REPAIRED, BY THE VENDOR WITHOUT LOSS OF CONTRACT TIME AND WITHOUT ADDITIONAL INSTALLATION AND REMOVAL CHARGES. THE MACHINE PERFORMANCE PERIOD WILL APPLY FOR THE ENTIRE TERM OF THE CONTRACT PERIOD.

ANY CLAIM OF MACHINE ABUSE MUST BE SENT IN WRITING TO THE PURCHASING DIVISIONS' CONTRACT ADMINISTRATOR DETAILING THE NATURE OF ABUSE. NO INVOICE SHOULD BE SENT TO THE USING AGENCY WITHOUT APPROVAL FROM THE DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION.

- THERE ARE NO INSTALLATION OR REMOVAL CHARGES TO BE PAID ON THIS CONTRACT.
- 8. THE FIRST MONTHS MINIMUM PAYMENT HAS BEEN ENCUMBERED ON THE CONTRACT RELEASE ORDER. AGENCIES MUST REFERENCE THIS NUMBER WHEN MAKING THE FIRST PAYMENT. ALL OTHER PAYMENTS WILL BE MADE BY ISSUING A P4 DIRECT TO THE VENDOR AND REFERENCING THE STATEWIDE CONTRACT NUMBER.
- 9. AFTER THE NEW COPIER IS INSTALLED, THE AGENCY NEEDS TO CONTACT THE PREVIOUS CONTRACT HOLDER AND ARRANGE PICK-UP OF THE OLD MACHINE. THE AGENCY SHALL GIVE THE VENDOR A 30 DAY GRACE PERIOD TO HAVE THE MACHINE REMOVED. AFTER THAT TIME THE AGENCY SHOULD NOT MAKE ANY ADDITIONAL PAYMENTS.

CONTRACT VENDORS

VENDOR NAME AND ADDRESS

SMALL/MINORITY/WOMAN-OWNED

TOSHIBA AMERICA 2 MUSICK IRVINE CONTACT PERSON:	BUSINESS SOLUTIONS INC CA 92618 SCOTT CONNER	NO	/	ИО	/	NO	TOPS CONTRACT #: 4038787 PYMT TERMS: NONE DELIVERY: 30 DAYS ARO VENDOR #: STATE AGENCIES ONLY CONTACT PHONE: 704-957-7414
OCE' IMAGISTICS ATTN MARK CHOAT 421 GREAT CIRCL NASHVILLE CONTACT PERSON:	E E RD STE106 TN 37228	NO	1	NO	/	NO	TOPS CONTRACT #: 4038788 PYMT TERMS: NONE DELIVERY: 59 DAYS ARO VENDOR #: STATE AGENCIES ONLY CONTACT PHONE: 615-238-6254
XEROX CORP 3322 WEST END A SUITE 800 NASHVILLE CONTACT PERSON:	TN 37203	NO	/	NO	1	NO	TOPS CONTRACT #: 4038789 PYMT TERMS: NONE DELIVERY: 20 DAYS ARO VENDOR #: STATE AGENCIES ONLY CONTACT PHONE: 615-386-5265
RICOH CORPORATI 5 DEDRICK PLACE BOX 10 W. CALDWELL CONTACT PERSON:	NJ 07006	NO	/	NO	/	NO	TOPS CONTRACT #: 4038790 PYMT TERMS: NONE DELIVERY: 30 DAYS ARO VENDOR #: STATE AGENCIES ONLY CONTACT PHONE: 615-869-9660
OCE' IMAGISTICS ATTN MARK CHOAT 421 GREAT CIRCL NASHVILLE CONTACT PERSON:	E E RD STE106 TN 37228	NO	/	NO	/	NO	TOPS CONTRACT #: 4038797 PYMT TERMS: NONE DELIVERY: 59 DAYS ARO VENDOR #: STATE AGENCIES ONLY CONTACT PHONE: 615-238-6254

SOLICITATION # 2061686

CONTRACT TTEMS/SERVICES

4038797 Edwonst 20902 DESCRIPTION/MFGR/BRAND

DISCOUNT

UNIT PRICE 84.03000

CONTRACT# LINE# 00001

COMMODITY CODE: 602-11-080812 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 20 CPM, 1000 SHEET PAPER CAPACITY

MONTHLY VOLUME 1,000 TO 2,500 COPIES

SW 404 GROUP A RECYCLE CONTENT: N/A

1000126404

BRAND: OCE MODEL: VL2221

OCE' IMAGISTICS INC

RC N/A

CONTRACT# LINE#

DESCRIPTION/MFGR/BRAND

UNIT

DISCOUNT .00

UNIT PRICE

C

.00000

4038797 00002 COMMODITY CODE: 602-11-080813

COPIER, COST PER COPY FOR COPIES OVER 2,500 FOR 20 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP A RECYCLE CONTENT: N/A

OCE' IMAGISTICS INC

Ed.# 1000126403

CONTRACT# LINE#

DESCRIPTION/MFGR/BRAND

UNIT DISCOUNT UNIT PRICE

4038797 00003

COMMODITY CODE: 602-11-081119

OPTIONAL 25 SHEET ONLINE STAPLER FOR 20 CPM B&W COPIER BID ON

LINE 00001, SW 404

SW 404 GROUP A

MTH

10.06000

RECYCLE CONTENT: N/A OCE' IMAGISTICS INC

RC N/A

DISCOUNT

CONTRACT# LINE#

DESCRIPTION/MFGR/BRAND

4038797 00004

COMMODITY CODE: 602-11-080814

LEASE OF B&W DIGITAL COPIER/PRINT/SCAN

WITH CONNECTIVITY.

20 CPM, 1000 SHEET PAPER CAPACITY MONTHLY VOLUME 2,500 TO 5,000 COPIES

SW 404 GROUP A

RECYCLE CONTENT: N/A

HNITT MTH

INTT PRICE 84.03000

Ed.#1000126405

BRAND: OCE

MODEL: VL2221

OCE' IMAGISTICS INC

RC N/A

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038797	00005	COMMODITY CODE: 602-11-080815 COPIER, COST PER COPY FOR COPIES OVER 5,000 FOR 20 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP A RECYCLE CONTENT: N/A	С	.00	.00000	
		OCE' IMAGISTICS INC		RC N/A		
********	*****	*************	******	*********	£ £ * * * * * * * * * * * * * * * * * *	****
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038797	00006	COMMODITY CODE: 602-11-080816 OPTIONAL 25 SHEET ONLINE STAPLER FOR 20 CPM B&W COPIER BID ON LINE 00004 SW 404 GROUP A RECYCLE CONTENT: N/A	МТН		10.06000	
		OCE' IMAGISTICS INC		RC N/A		•
*******	*****	*****	******	*****	********	*****
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038787 lison# 2100	00007 S	COMMODITY CODE: 602-11-080817 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 30 CPM, 1000 SHEET PAPER CAPACITY 25 SHEET ONLINE STAPLER MONTHLY VOLUME 5,000 TO 10,000 COPIES SW 404 GROUP B RECYCLE CONTENT: N/A	мтн	ED.# 100	134.52000	
		MODEL: E~STUDIO355				
		TOSHIBA AMERICA BUSINESS SOLUT		RC N/A		
********	*******	*****	******	*****	*******	******
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038787	00008	COMMODITY CODE: 602-11-080818 COPIER, COST PER COPY FOR COPIES OVER 10,000 FOR 30 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP B RECYCLE CONTENT: N/A TOSHIBA AMERICA BUSINESS SOLUT	С	.00 RC N/A	.00000	
		**********	******	******	******	******
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038787	00010	COMMODITY CODE: 602-11-080820 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 30 CPM, 1000 SHEET PAPER CAPACITY 25 SHEET ONLINE STAPLER MONTHLY VOLUME 10,000 TO 15,000 COPIES SW 404 GROUP B RECYCLE CONTENT: N/A MODEL: E-STUDIO355	мтн	1000	138.71000	
		TOSHIBA AMERICA BUSINESS SOLUT		RC N/A		
		TOURTHA WIRKICA DOCTARDO DODOT		,		

SOLICITATION # 2061686

CONTRACT ITEMS/SERVICES

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038787	00011	COMMODITY CODE: 602-11-080821 COPTER, COST PER COPY FOR COPIES OVER 15,000 FOR 30 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP B RECYCLE CONTENT: N/A	C	.00	.00000	
		TOSHIBA AMERICA BUSINESS SOLUT		RC N/A		
********	*****	************	******	********	* * * * * * * * * * * * * * * * * * * *	*****
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038787	00012	COMMODITY CODE: 602-11-080822 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 30 CPM, 1000 SHEET PAPER CAPACITY 25 SHEET ONLINE STAPLER MONTHLY VOLUME 15,000 TO 25,000 COPIES SW 404 GROUP B RECYCLE CONTENT: N/A	МТН	1000	141.49000	
		MODEL: E-STUDIO355				
		TOSHIBA AMERICA BUSINESS SOLUT		RC N/A		
******	*****	**************************************	*****	*****	********	*****
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038787	00013	COMMODITY CODE: 602-11-080823 COPIER, COST PER COPY FOR COPIES OVER 25,000 FOR 30 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP B RECYCLE CONTENT: N/A	С	.00	.00000	
		TOSHIBA AMERICA BUSINESS SOLUT		RC N/A		
******	******	*********	*****	******	********	*****
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038788 (.#200	00014	COMMODITY CODE: 602-11-080824 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 40 CPM, 1000 SHEET PAPER CAPACITY 25 SHEET ONLINE STAPLER	мтн	1 <i>0</i> 00 120	159.94000 GHMG	
		MONTHLY VOLUME 25,000 TO 35,000 COPIES SW 404 GROUP C RECYCLE CONTENT: N/A BRAND: OCE MODEL: VL4222			. 00	
		OCE: IMAGISTICS INC		RC N/A		
		30				

	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
#	4038788 20900	00015	COMMODITY CODE: 602-11-080825 COPIER, COST PER COPY FOR COPIES OVER 35,000 FOR 40 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP C RECYCLE CONTENT: N/A	C	.00	.00000
			OCE' IMAGISTICS INC		RC N/A	
	*****	*******	************	*******	********	***********
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
	4038788	00016	COMMODITY CODE: 602-11-081124 OPTIONAL HOLE PUNCH FINISHER FOR 40 CPM B&W COPIER BID ON	MTH	12710	3.36000
			LINE 00014 SW 404 GROUP C RECYCLE CONTENT: N/A	1000)1264C	1
			OCE' IMAGISTICS INC		RC N/A	
	******	******	*************	******	*******	********
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
	4038788	00017	COMMODITY CODE: 602-11-080826 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 40 CPM, 1000 SHEET PAPER CAPACITY	МТН		172.84000
			50 SHEET ONLINE STAPLER MONTHLY VOLUME 35,000 TO 45,000 COPIES SW 404 GROUP C RECYCLE CONTENT: N/A		1000	12.6408
			BRAND: OCE MODEL: VL4222			
			OCE' IMAGISTICS INC		RC N/A	
	******	*******	*************	******	*******	***********
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
	4038788	00018	COMMODITY CODE: 602~11-080827 COPIER, COST PER COPY FOR COPIES OVER 45,000 FOR 40 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP C RECYCLE CONTENT: N/A	С	.00	.00000
			OCE' IMAGISTICS INC		RC N/A	
	*******	*******	**************	******	********	**********
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
	4038788	00019	COMMODITY CODE: 602-11-080828 OPTIONAL HOLE PUNCH FINISHER FOR 40 CPM B&W COPIER BID ON LINE 00017 SW 404 GROUP C RECYCLE CONTENT: N/A	мтн	00012	3.36000
			OCE' IMAGISTICS INC		RC N/A	

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SOLICITATION # 2061686

CONTRACT ITEMS/SERVICES

UNIT PRICE UNIT DISCOUNT DESCRIPTION/MEGR/BRAND CONTRACT# LINE# 223.10000 COMMODITY CODE: 602-11-080829 MTH 4038788 00020 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY. 50 CPM, 1000 SHEET PAPER CAPACITY Ed.# 1000 126409 50 SHEET ONLINE STAPLER #20900 MONTHLY VOLUME 45,000 TO 55,000 COPIES SW 404 GROUP D RECYCLE CONTENT: N/A BRAND: OCE MODEL: VL5022 RC N/A OCE' IMAGISTICS INC DISCOUNT UNIT PRICE UNIT DESCRIPTION/MFGR/BRAND CONTRACT# LINE# .00000 .00 COMMODITY CODE: 602-11-080830 С 4038788 00021 COPIER, COST PER COPY FOR COPIES OVER 55,000 FOR 50 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP D RECYCLE CONTENT: N/A OCE' IMAGISTICS INC RC N/A UNIT PRICE UNIT DISCOUNT DESCRIPTION/MFGR/BRAND CONTRACT# LINE# 3.36000 COMMODITY CODE: 602-11-080831 MTH 4038788 00022 OPTIONAL HOLE PUNCH FINISHER 1000 126 410 FOR 50 CPM B&W COPIER, SW 404 GROUP D RECYCLE CONTENT: N/A RC N/A OCE' IMAGISTICS INC DISCOUNT UNIT PRICE UNIT DESCRIPTION/MFGR/BRAND CONTRACT# LINE# MTH 272.29000 COMMODITY CODE: 602-11-080832 00023 4038788 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY 60 CPM, 2000 SHEET PAPER CAPACITY 1000126411 50 SHEET ONLINE STAPLER MONTHLY VOLUME 55,000 TO 65,000 SW 404 GROUP E RECYCLE CONTENT: N/A BRAND: OCE MODEL: VL6022

OCE' IMAGISTICS INC

RC N/A

SOLICITATION # 2061686

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038788 20900	00024	COMMODITY CODE: 602-11-080833 COPIER, COST PER COPY FOR COPIES OVER 65,000 FOR 60 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP E	С	. 00	.00000
		RECYCLE CONTENT; N/A OCE' IMAGISTICS INC		RC N/A	
*******	******	*********	*****	******	********
CONTRACT#		DESCRIPTION/MFGR/BRAND	TINU	DISCOUNT	UNIT PRICE
4038788	00025	COMMODITY CODE: 602-11-080834	MTH		6.17000
3030700	00023	OPTIONAL HOLE PUNCH FINISHER FOR 60 CPM B&W COPIER SW 404 GROUP E RECYCLE CONTENT: N/A		1000	0126412
		OCE' IMAGISTICS INC		RC N/A	
*******	*******	****************	* * * * * * * * *	******	********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038788	00026	COMMODITY CODE: 602-11-080835 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM FOR 60 CPM B&W COPIER SW 404 GROUP E RECYCLE CONTENT: N/A	МТН	1000	11.16000
		OCE' IMAGISTICS INC		RC N/A	
*******	******	OCE' IMAGISTICS INC	******		*********
			********* UNIT		**************************************
**************************************		DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY		*****	
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN	UNIT	**************************************	UNIT PRICE
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY 70 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 65,000 TO 75,000 SW 404 GROUP F	UNIT	**************************************	UNIT PRICE 316.88000
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY 70 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 65,000 TO 75,000 SW 404 GROUP F RECYCLE CONTENT: N/A BRAND: OCE	UNIT	**************************************	UNIT PRICE 316.88000
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY 70 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 65,000 TO 75,000 SW 404 GROUP F RECYCLE CONTENT: N/A BRAND: OCE MODEL: VL7522 OCE IMAGISTICS INC	UNIT	DISCOUNT	UNIT PRICE 316.88000
CONTRACT#	LINE# 00027	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY 70 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 65,000 TO 75,000 SW 404 GROUP F RECYCLE CONTENT: N/A BRAND: OCE MODEL: VI,7522 OCE' IMAGISTICS INC	UNIT	DISCOUNT	UNIT PRICE 316.88000
CONTRACT# 4038788	LINE# 00027	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080836 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN WITH CONNECTIVITY 70 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 65,000 TO 75,000 SW 404 GROUP F RECYCLE CONTENT: N/A BRAND: OCE MODEL: VL7522 OCE IMAGISTICS INC	UNIT MTH	DISCOUNT CO RC N/A	UNIT PRICE 316.88000 0126414

SOLICITATION # 2061686

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038788	00029	COMMODITY CODE: 602-11-080838 OPTIONAL HOLE PUNCH FINISHER FOR 70 CPM B&W COPIER	мтн		6.17000
20900)	SW 404 GROUP F RECYCLE CONTENT: N/A		[000	> 126 415
		OCE' IMAGISTICS INC		RC N/A	
*******	******	***********	*****	*********	************
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038788	00030	COMMODITY CODE: 602-11-080839 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM	МТН		11.16000
		FOR 70 CPM B&W COPIER SW 404 GROUP F RECYCLE CONTENT: N/A	10	000 126	416
		OCE' IMAGISTICS INC		RC N/A	
*******	*****	************	*****	********	*********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038789	00031	COMMODITY CODE: 602-11-080840 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB	мтн		406.58000
20906		GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 80 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 75,000 TO 85,000 SW 404 GROUP G RECYCLE CONTENT: N/A		€d.#1α	∞126418
		BRAND: WORKCENTRE MODEL: 5687PT			
		XEROX CORP		RC N/A	
*******	******	*************	*****	******	*********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038789	00032	COMMODITY CODE: 602-11-080841 COPIER, COST PER COPY FOR COPIES OVER 85,000 FOR 80 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP G RECYCLE CONTENT: N/A	С	.00	.00000
		XEROX CORP		RC N/A	

	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
+	4038789 2090a	00033	COMMODITY CODE: 602-11-080842 OPTIONAL HEAVY DUTY ONLINE STAPLER MINIMUM 100 SHEET CAPABILITY FOR 80 CPM B&W COPIER SW 404 GROUP G RECYCLE CONTENT: N/A	МТН	.00	.00000	
			XEROX CORP		RC N/A		
	*******	*******	***************	******	**********	************	*******
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
	4038789	00034	COMMODITY CODE: 602-11-080843 OPTIONAL HOLE PUNCH FINISHER FOR 80 CPM B&W COPIER SW 404 GROUP G RECYCLE CONTENT: N/A	МТН	100012	3.06000 6419	
			XEROX CORP		RC N/A		
	*****	*****	*******	*******	*********	*********	*****
	CONTRACT#	LINE#	DESCRIPTION/MPGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
	4038789	00035	COMMODITY CODE: 602-11-080844 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM FOR 80 CPM B&W COPIER SW 404 GROUP G RECYCLE CONTENT: N/A	МТН	.00	.00000	
			XEROX CORP		RC N/A		
	*****	*****	**********	*****	*******	********	******
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
	4038789	00036	COMMODITY CODE: 602-11-080845 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 90 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 85,000 TO 100,000 SW 404 GROUP H RECYCLE CONTENT: N/A	МТН	1000 121	406.58000 5420	
			BRAND: WORKCENTRE MODEL: 5687PT				
			XEROX CORP		RC N/A		
	*****	******	*************	*****	******	******	******
	CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
	4038789	00037	COMMODITY CODE: 602-11-080846 COPIER, COST PER COPY FOR COPIES OVER 100,000 FOR 90 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP H RECYCLE CONTENT: N/A	C	.00	.00000	
					RC N/A		

SOLICITATION # 2061686

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038789	00038	COMMODITY CODE: 602-11-080847 OPTIONAL HEAVY DUTY ONLINE STAPLER MINIMUM 100 SHEET CAPABILITY FOR 90 CPM B&W COPIER SW 404 GROUP H RECYCLE CONTENT: N/A	мтн	.00	.00000	
				RC N/A		
		XEROX CORP	******		******	***
					UNIT PRICE	
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT		
4038789	00039	COMMODITY CODE: 602-11-080848 OPTIONAL HOLE PUNCH FINISHER FOR 90 CPM B&W COPIER SW 404 GROUP H RECYCLE CONTENT: N/A	МТН	10001	3.06000 26419	
		XEROX CORP		RC N/A		
*****	******	***********	*******	********	**********	* * *
· CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE	
4038789	00040	COMMODITY CODE: 602-11-080849 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM FOR 90 CPM B&W COPIER SW 404 GROUP H RECYCLE CONTENT: N/A	МТН	.00	.00000	
		XEROX CORP		RC N/A		
*******	*****	************	******	*********	********	***
**************************************		**************************************	**************************************	DISCOUNT	**************************************	***
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB				***
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL	UNIT	DISCOUNT	UNIT PRICE	***
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 100 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 100,000 TO 115,000 SW 404 GROUP I	UNIT	DISCOUNT	UNIT PRICE 773.50000	***
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 100 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 100,000 TO 115,000 SW 404 GROUP I RECYCLE CONTENT: N/A BRAND: RICOH PRO	UNIT	DISCOUNT	UNIT PRICE 773.50000	***
contract# 4038790	11NE# 00041	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 100 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 100,000 TO 115,000 SW 404 GROUP I RECYCLE CONTENT: N/A BRAND: RICOH PRO MODEL: 1107EX	UNIT	DISCOUNT	UNIT PRICE 773.50000 126 421	
contract# 4038790	LINE# 00041	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 100 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 100,000 TO 115,000 SW 404 GROUP I RECYCLE CONTENT: N/A BRAND: RICOH PRO MODEL: 1107EX RICOH CORPORATION	UNIT	DISCOUNT	UNIT PRICE 773.50000 126 421	
CONTRACT# 4038790 ***********************************	LINE# 00041	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080850 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN COPIER/PRINTER/SCANNER AND ALL OPTIONAL ITEMS BID FOR THE LINES FOR THIS ITB GROUP, MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.1 OF SECTION P OF THE ITB. WITH CONNECTIVITY 100 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 100,000 TO 115,000 SW 404 GROUP I RECYCLE CONTENT: N/A BRAND: RICOH PRO MODEL: 1107EX RICOH CORPORATION	UNIT MTH	DISCOUNT COC RC N/A	UNIT PRICE 773.50000 \$\infty \left[\frac{42}{2} \right]	

					TOTAL PASSAGE
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790 2090'	00043	COMMODITY CODE: 602-11-080852 OPTIONAL HEAVY DUTY ONLINE STAPLER MINIMUM 100 SHEET CAPABILITY FOR 100 CPM B&W COPIER SW 404 GROUP I RECYCLE CONTENT: N/A	мтн	.00	.00000
		RICOH CORPORATION		RC N/A	
********	*******	**************************************	******	*******	********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00044	COMMODITY CODE: 602-11-080853 OPTIONAL HOLE PUNCH FINISHER	мтн		11.08000
		FOR 100 CPM B&W COPIER SW 404 GROUP I RECYCLE CONTENT: N/A		1000126	5422
		RICOH CORPORATION		RC N/A	
*******	*****	************	*******	*****	*********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00045	COMMODITY CODE: 602-11-080854 OPTIONAL LARGE CAPACITY TRAY	MTH		111.74000
		3,500 SHEET MINIMUM FOR 100 CPM B&W COPIER SW 404 GROUP I RECYCLE CONTENT: N/A		1000121	o 423
				200 27/2	
		RICOH CORPORATION		RC N/A	
******	*****	RICOH CORPORATION ************************************	******	RC N/A	*******
**************************************			**************************************		**************************************
		**************************************		*****	
CONTRACT#	LINE#	**************************************	UNIT	**************************************	UNIT PRICE
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080855 LEASE OF COLOR DIGITAL COPIER/PRINT/ SCAN, WITH CONNECTIVITY 20 CPM, 1000 SHEET PAPER CAPACITY MONTHLY VOLUME 2,500 TO 5,000 COPIES CLICK CHARGES MAY APPLY WHEN THE NUMBER OF BAW CLICKS EXCEED 5,000 COPIES. COLOR CLICKS WILL BE BASED ON ACTUAL METER READINGS DURING BILLING CYCLE. SW 404 GROUP J	UNIT	**************************************	UNIT PRICE 102.40000
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080855 LEASE OF COLOR DIGITAL COPIER/PRINT/ SCAN, WITH CONNECTIVITY 20 CPM, 1000 SHEET PAPER CAPACITY MONTHLY VOLUME 2,500 TO 5,000 COPIES CLICK CHARGES MAY APPLY WHEN THE NUMBER OF BEW CLICKS EXCEED 5,000 COPIES. COLOR CLICKS WILL BE BASED ON ACTUAL METER READINGS DURING BILLING CYCLE. SW 404 GROUP J RECYCLE CONTENT: N/A	UNIT	DISCOUNT	UNIT PRICE 102.40000
CONTRACT#	LINE# 00046	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080855 LEASE OF COLOR DIGITAL COPIER/PRINT/ SCAN, WITH CONNECTIVITY 20 CPM, 1000 SHEET PAPER CAPACITY MONTHLY VOLUME 2,500 TO 5,000 COPIES CLICK CHARGES MAY APPLY WHEN THE NUMBER OF B&W CLICKS EXCEED 5,000 COPIES. COLOR CLICKS WILL BE BASED ON ACTUAL METER READINGS DURING BILLING CYCLE. SW 404 GROUP J RECYCLE CONTENT: N/A	UNIT	DISCOUNT	UNIT PRICE 102.40000
CONTRACT# 4038790	LINE# 00046	DESCRIPTION/MFGR/BRAND COMMODITY CODE: 602-11-080855 LEASE OF COLOR DIGITAL COPIER/PRINT/ SCAN, WITH CONNECTIVITY 20 CPM, 1000 SHEET PAPER CAPACITY MONTHLY VOLUME 2,500 TO 5,000 COPIES CLICK CHARGES MAY APPLY WHEN THE NUMBER OF BEW CLICKS EXCEED 5,000 COPIES. COLOR CLICKS WILL BE BASED ON ACTUAL METER READINGS DURING BILLING CYCLE. SW 404 GROUP J RECYCLE CONTENT: N/A RICOH CORPORATION	UNIT MTH ******	DISCOUNT OOCC RC N/A	UNIT PRICE 102.40000 74766

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CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00048	COMMODITY CODE: 602-11~080857 COPIER, COST PER COLOR COPY	С		.04400
2090	+	BASED ON ACTUAL CLICK METER VOLUME FOR 20 CPM COLOR COPIER UNIT C = COST PER COPY SW 404 GROUP J RECYCLE CONTENT: N/A		1000126	424
		RICOH CORPORATION		RC N/A	
*****	******	************	*****	*****	******
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00049	COMMODITY CODE: 602-11-080919 OPTIONAL 25 SHEET ONLINE STAPLER	MTH		15.05000
		FOR 20 CPM COLOR COPIER SW 404 GROUP J RECYCLE CONTENT: N/A	l	0001261	125
		RICOH CORPORATION		RC N/A	
******	******	**************	******	. * * * * * * * * * * * * * * * * * * *	*****
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00050	COMMODITY CODE: 602-11-080858 LEASE OF COLOR DIGITAL COPIER/PRINT/ SCAN WITH CONNECTIVITY 30 CPM, 1000 SHEET PAPER CAPACITY 25 SHEET ONLINE STAPLER MONTHLY VOLUME 5,000 TO 10,000 COPIES CLICK CHARGES MAY APPLY WHEN THE NUMBER	МТН	1000126	197.17000 426
		OF B&W CLICKS EXCEED 10,000 COPIES. COLOR CLICKS WILL BE BASED ON ACTUAL METER READINGS DURING THE BILLING CYCLE. SW 404 GROUP K RECYCLE CONTENT: N/A BRAND: RICOH MP			
		MODEL: C3300			
		RICOH CORPORATION		RC N/A	
*******	******	***************	******	******	*************
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00051	COMMODITY CODE: 602-11-080859 COPIER, COST PER B&W COPY FOR COPIES OVER 10,000 FOR 30 CPM COLOR COPIER UNIT C = COST PER COPY SW 404 GROUP K RECYCLE CONTENT: N/A	С .	.00	.00000
		RICOH CORPORATION		RC N/A	

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CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE				
4038790	00052	COMMODITY CODE: 602-11-080860 COPIER, COST PER COLOR COPY BASED ON ACTUAL CLICK METER VOLUME.	С		.04000				
20904		FOR 30 CPM COLOR COPIER UNIT C = COST PER COPY SW 404 GROUP K RECYCLE CONTENT: N/A		1000	126 424				
		RICOH CORPORATION		RC N/A					

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE				
4038790	00053	COMMODITY CODE: 602-11-080861 LEASE OF COLOR DIGITAL COPIER/PRINT/ SCAN WITH CONNECTIVITY 30 CPM, 1000 SHEET PAPER CAPACITY 25 SHEET ONLINE STAPLER MONTHLY VOLUME 10,000 TO 15,000 COPIES CLICK CHARGES MAY APPLY WHEN THE NUMBER OF B&W CLICKS EXCEED 15,000 COPIES. COLOR CLICKS WILL BE BASED ON ACTUAL METER READINGS DURING BILLING CYCLE. SW 404 GROUP K	МТН	100	×0112.087				
		RECYCLE CONTENT: N/A							
		BRAND: RICOH MP MODEL: C3300							
		RICOH CORPORATION		RC N/A					
******	*******	***********	******	********	*********				
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE				
4038790	00054	COMMODITY CODE: 602-11-080862 COPIER, COST PER B&W COPY FOR COPIES OVER 15,000 FOR 30 CPM COLOR COPIER UNIT C = COST PER COPY SW 404 GROUP K RECYCLE CONTENT: N/A	С	- 00	.00000				
		RICOH CORPORATION		RC N/A					
*******	*****	***********	******	*********	*******				
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE				
4038790	00055	COMMODITY CODE: 602-11-080863 COPIER, COST PER COLOR COPY BASED ON ACTUAL CLICK METER VOLUME. FOR 30 CPM COLOR COPIER UNIT C = COST PER COPY SW 404 GROUP K RECYCLE CONTENT: N/A	С .	, 0 -	.04000 00 126 424				
		RICOH CORPORATION		RC N/A					

governo a citi il	v ********	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
CONTRACT#				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	406.58000
20910k	00058	COMMODITY CODE: 602-11-081473 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.2 (BUT NOT THOSE IN SUBSECTION 5.1) OF SECTION P OF ITB ITB SPECIFICATIONS. WITH CONNECTIVITY 80 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 75,000 TO 85,000 SW 404 GROUP L RECYCLE CONTENT: N/A BRAND: WORKCENTRE MODEL: 5687PT	МТН	·	126418
		XEROX CORP		RC N/A	
*******	*****	**********	*****	******	**************
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038789	00059	COMMODITY CODE: 602-11-081474 COPIER, COST PER COPY FOR COPIES OVER 85,000 FOR 80 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP L RECYCLE CONTENT: N/A	С	.00	.00000
		XEROX CORP		RC N/A	
*******	*****	***********	*****	*****	********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038789	00060	COMMODITY CODE: 602-11-081475 OPTIONAL HEAVY DUTY ONLINE STAPLER MINIMUM 100 SHEET CAPACITY FOR 80 CPM B&W COPIER SW 404 GROUP L RECYCLE CONTENT: N/A	мтн	.00	.00000
		,			
		XEROX CORP		RC N/A	
******	*****	XEROX CORP	*****		******
**************************************		XEROX CORP	********** UNIT		**************************************
		XEROX CORP		******	UNIT PRICE 3.06000

				0.7.0.0011878	UNIT PRICE			
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT				
4038789 20906	00062	COMMODITY CODE: 602-11-081477 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM FOR 80 CPM B&W COPLER SW 404 GROUP L RECYCLE CONTENT: N/A	мтн	,00	.00000			
		XEROX CORP		RC N/A				

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE			
4038789	00063	COMMODITY CODE: 602-11-081478 LEASE OF BEW DIGITAL COPIER/PRINT/SCAN MUST MEET ALL SPECIFICATIONS IN SUBSECTION 5.2 (BUT NOT THOSE IN SUBSECTION 5.1) OF SECTION P OF ITE ITB SPECIFICATIONS. WITH CONNECTIVITY 90 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 85,000 TO 100,000 SW 404 GROUP M RECYCLE CONTENT: N/A BRAND: WORKCENTRE MODEL: 5687PT	МТН	1000126	406.58000			
		XEROX CORP						
********	******	*************	******	******	*****			
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE			
4038789	00064	COMMODITY CODE: 602-11-081479 COPIER, COST PER COPY FOR COPIES OVER 100,000 FOR 90 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP M RECYCLE CONTENT: N/A	С	.00	.00000			
		XEROX CORP		RC N/A				
******	*****	************	*****	********	********			
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE			
4038789	00065	COMMODITY CODE: 602-11-081480 OPTIONAL HEAVY DUTY ONLINE STAPLER MINIMUM 100 SHEET CAPACITY FOR 90 CPM B&W COPIER SW 404 GROUP M RECYCLE CONTENT: N/A	мтн	.00	. 00000			
		XEROX CORP		110 14/11				

CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038789	00066	COMMODITY CODE: 602-11-081481	MTH		3.06000
4038789	00000	OPTIONAL HOLE PUNCH FINISHER FOR 90 CPM B&W COPIER			• • · · · ·
2091	06	SW 404 GROUP M		1000126	417
201		RECYCLE CONTENT: N/A		RC N/A	
		XEROX CORP ************************************	والمراجع المراجع المراجع والمراجع		*********
*******	*****	************			
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038789	00067	COMMODITY CODE: 602-11-081482 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM FOR 90 CPM B&W COPIER SW 404 GROUP M RECYCLE CONTENT: N/A	мтн	.00	.00000
		XEROX CORP		RC N/A	
*******	*****	*************	******	*******	**********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00068	COMMODITY CODE: 602-11-081483 LEASE OF B&W DIGITAL COPIER/PRINT/SCAN MUST MEET ALL SPECIFICATIONS IN	мтн		773.50000
2090	+	SUBSECTION 5.2 (BUT NOT THOSE IN SUBSECTION 5.1) OF SECTION P OF ITB ITB SPECIFICATIONS. WITH CONNECTIVITY 100 CPM, 2000 SHEET PAPER CAPACITY 50 SHEET ONLINE STAPLER MONTHLY VOLUME 100,000 TO 115,000 SW 404 GROUP N RECYCLE CONTENT: N/A	÷	1000	0126421
		BRAND: RICOH PRO MODEL: 1107EX			
		RICOH CORPORATION		RC N/A	
*******	*****	***********	******	******	********
CONTRACT#	LINE#	DESCRIPTION/MFGR/BRAND	UNIT	DISCOUNT	UNIT PRICE
4038790	00069	COMMODITY CODE: 602-11-081484 COPIER, COST PER COPY FOR COPIES OVER 85,000 FOR 100 CPM B&W COPIER UNIT C = COST PER COPY SW 404 GROUP N RECYCLE CONTENT: N/A	С	.00	.00000
		RICOH CORPORATION		RC N/A	

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CONTRACT ITEMS/SERVICES

UNIT PRICE DISCOUNT DESCRIPTION/MFGR/BRAND UNIT CONTRACT# LINE# .00 .00000 4038790 00070 COMMODITY CODE: 602-11-081485 MTH OPTIONAL HEAVY DUTY ONLINE STAPLER MINIMUM 100 SHEET CAPACITY FOR 100 CPM B&W COPIER SW 404 GROUP N 20904 RECYCLE CONTENT: N/A RICOH CORPORATION DISCOUNT UNIT PRICE UNIT DESCRIPTION/MFGR/BRAND CONTRACT# LINE# 11.08000 MTH COMMODITY CODE: 602-11-081486 4038790 00071 OPTIONAL HOLE PUNCH FINISHER FOR 100 CPM B&W COPIER 1000126 422 SW 404 GROUP N RECYCLE CONTENT: N/A RICOH CORPORATION RC N/A ****** UNIT PRICE CONTRACT# LINE# DESCRIPTION/MFGR/BRAND UNIT DISCOUNT 111.74000 HTM 4038790 00072 COMMODITY CODE: 602-11-081487 OPTIONAL LARGE CAPACITY TRAY 3,500 SHEET MINIMUM FOR 100 CPM B&W COPIER 1000126423 SW 404 GROUP N RECYCLE CONTENT: N/A

RICOH CORPORATION

RC N/A